

DUTY STATEMENT  
DEPARTMENT OF STATE HOSPITAL – ATASCADERO (DSH-A)  
RECOVERY AND MALL SERVICES

JOB CLASSIFICATION: NATIVE AMERICAN SPIRITUAL LEADER  
Recovery Mall Services

<b>1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES</b>
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The Native American Spiritual Leader, N.A.S.L. is responsible to provide spiritual services for the DSH-Atascadero Native American community. The N.A.S.L leads Native American spiritual ceremonies, oral traditions, cultural studies, conducts interviews and counsels the patients on ethical, moral, and spiritual matters. In addition, the N.A.S.L. will make arrangements to visit the sick and other patients who request a visit and who are unable to attend ceremonies/services independently. The N.A.S.L. may also work with patient in group activities, attend team meetings, counsel families on programs and services and work collaboratively with the other Chaplains.

**50% DELIVERY OF SERVICES**

Coordinates and conducts quality Native American spiritual ceremonies, including drum and revitalization ceremonies; oral traditions, cultural studies and other spiritual rites as relevant to the patients of DSH-A.

Provide spiritual counseling, visitation, and teaching to patients unable to attend activities off the unit as scheduled.

Works cooperatively with the other Chaplains to provide spiritual services and groups.

Incorporates Trauma Informed Care Principals into their work.

**30% ADMINISTRATIVE/ORGANIZATIONAL DUTIES**

Perform administrative and institutional duties, following policy and procedures necessary to safely provide spiritual services and oversee the Native American Sweat Grounds.

Direct the provision of regularly scheduled Native American ceremonies and services.

Participated in scheduled RMS meetings, Interfaith meetings and training

Order necessary supplies to provide quality Native American Spiritual services and ensures proper and organized storage of these supplies.

Effectively communicate with supervisor, Interfaith Team, and Treatment Teams.

**15% RELATIONSHIP SECURITY**

Support the hospital's Relationship Security Program through ongoing monitoring of self and others to prevent boundary problems from escalating into breaches and policy violations.

**5 % OTHER DUTIES**

Submit budget and Performance Improvement recommendations to improve Native American Services.

Assist with providing services to patients from a variety of faith groups.

All other duties and special projects as assigned consistent with this classification.

**2. SUPERVISION RECEIVED**

The Native American Spiritual Leader is under the direct supervision of the Recovery Mall Services Program Assistant.

**3. SUPERVISION EXERCISED**

Not applicable

**4. KNOWLEDGE AND ABILITIES**

**KNOWLEDGE OF:** A Native American ceremony or cultural event; factors involved in the development of behavior problems and methods of rehabilitation.

**ABILITY TO:** Organize, prepare, and conduct Native American ceremonies and cultural events; instruct activities in Native American music and in the oral tradition; counsel institution residents and their families on moral and ethical problems; establish rapport with institution residents; analyze situations accurately and adopt an effective course of action.

**5. REQUIRED COMPETENCIES****INFECTION CONTROL**

Apply knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

**SAFETY**

Actively support a safe and hazard-free workplace through practice of personal safety and vigilance in the identification of safety or security hazards.

**AGE SPECIFIC**

Provide services commensurate with the age of patients/clients being served. Demonstrate knowledge of growth and development of patients/clients in the following age categories: adult and geriatric.

**THERAPEUTIC STRATEGIES AND INTERVENTIONS**

Apply and demonstrate knowledge of correct methods in the prevention/management of aggressive behavior (TSI).

**CULTURAL AWARENESS**

Demonstrate awareness to multicultural issues in the workplace that enable the employee to work effectively.

**PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION**

Maintains and safeguards the privacy and security of patients' protected health information (PHI) and other individually identifiable health information (IIHI) whether it is in paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws.

**SITE SPECIFIC COMPETENCIES**

Possess knowledge of RMS Area Specific Orientation & Training, policies and procedures.

Demonstrate appropriate interactions with patients and maintain therapeutic boundaries.

**TECHNICAL PROFICIENCY**

Demonstrate the ability to properly utilize and account for various items: operate TV/VCRs and misc. audio equipment; spiritual items and materials.

**6. LICENSE OR CERTIFICATION**

It is the employee's responsibility to maintain good standing with his/her Native American Tribe, Nation, Band or Rancheria and be currently recognized as a spiritual leader in that community. Any failure to do so may result in termination from Civil Service.

**7. TRAINING**

Training Category = 8

The employee is required to keep current with the completion of all required training.

**8. WORKING CONDITIONS**

- Employee is required to:
- Report to work on time and follow procedures for reporting absences.
- Maintain a professional appearance.
- Appropriately maintain cooperative, professional and effective interactions with employees, patients and the public.
- Comply with hospital policies and procedures.
- The employee is required to work any shift and schedule in a variety of settings throughout the hospital or as dictated by the operational needs of the hospital.

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Native American Spiritual Leader - RMS

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Date

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Program Assistant – RMS

\_\_\_\_\_  
Date

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Program Director - RMS

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Date